

National Taipei University of Technology Policy of Doctoral Degree Examination

Amended and reinstated in the Academic Affairs Meeting of Fall Semester on Nov. 22, 2019
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- Article 1. The National Taipei University of Technology Policy of Doctoral Degree Examination (hereafter the Policy) is established by National Taipei University of Technology (NTUT) based on the University Act and its Enforcement Rules as well as the Degree Conferral Act and its Enforcement Rules.
- Article 2. Doctoral students may be specialized in either academic orientation or technical orientation. They may complete the study within two to seven years.
- Article 3. Doctoral students may apply for the doctoral degree examination when the following requirements are met during the study:
1. Have passed the qualification test of doctoral candidate,
 2. Have studied in the master's program for three semesters; whoever without the master's degree and have studied in the master's program for one year, and in the doctoral program for two years will be eligible from the semester when a total of three years of study has been completed,
 3. Have completed the Research Ethics Course pursuant to the NTUT Guidelines for Research Ethics Education for Graduate Students (applicable to the graduate students admitted as of Academic Year 2019),
 4. Have completed all courses and credits, except the dissertation, required by the institute by the end of the present semester,
 5. Subject to the policy of each department/institute, have met the publication of academic thesis required by the department/institute as a doctoral student of academic orientation, or have met the innovative research and development achievement in academia-industry, patent, or technology transfer required by the department/institute as a doctoral student of technical orientation (**important Reminder: Paragraph 5 is not applicable to students who enroll in and from 2023.**),
 6. Doctoral students of technical orientation shall enroll in at least one management course in the graduate program of the College of Management during the study. The course shall be approved by the advisor. Such students shall have two or more years of experience in research and development practices in any company, governmental agency, or other large institutions engaged in the field of the student's specialization. Such company, governmental agency, or institution shall be approved by the academic review committee of the department/institute before the work experience can be

accepted (important Reminder: Paragraph 6 is not applicable to students who enroll in and from 2023.), and

7. Have completed the first draft of the dissertation that meets the professional requirements of the student's department and obtained the advisor's consent.

Students undertaking a doctoral program in the fields of fine arts, applied science or technology, or sports may submit a work, certification of achievement along with a written report, or a technical report instead of a dissertation. The classification of a doctoral program into one of those particular fields to which this applies shall be set out and approved by a department (graduate institute or degree program) faculty meeting and take effect after the approval of the Academic Affairs Council.

For the above-mentioned doctoral programs which can require a work, certification of achievement along with a written report, or a technical report instead of a dissertation, the criteria for the requirements concerning the scope of output types allowed, the format of the data, content items, and other matters relating to the fields mentioned in the preceding paragraph shall be regulated in accordance with the relevant regulations of the Ministry of Education and be announced on the NTUT website.

Each department shall specify the regulations for determining the conferral qualifications and mechanisms concerning how to address any possible improper or illegal matters. These regulations and mechanisms shall be set at an academic affairs meeting of the department, graduate institute, or college affairs handling the conferral of the degree or at a degree program affairs committee meeting.

Each department shall periodically evaluate the submitted dissertation and rectify any violation that has occurred based on above regulations and mechanisms.

A doctoral candidate who passed an examination conducted by a doctoral degree examination committee shall be awarded a doctoral degree.

Article 4. Doctoral students applying for a doctoral degree examination shall comply with the requirements as described below:

1. Application deadlines:
First Semester: From the completion of the registration to November 30. Second Semester: From the completion of the registration to May 31.
2. Fill out and submit the Doctoral Degree Examination Application Form and other required documents:
 - (1) One transcript of all semesters
 - (2) One copy of dissertation summary
 - (3) One copy of the Certificate of completing the Research Ethics Education courses (applicable to the graduate students admitted as of Academic Year 2019)

Article 5. The degree examinations shall be held from the completion of the registration to January 31 in the first semester or from the completion of the registration to July 31 in the second semester.

Doctoral students shall complete the dissertation originality comparison process before the degree examination, and submit the dissertation originality comparison checklist and the originality comparison report to degree examination committee on the day of the degree examination.

Doctoral students who are unable to attend the degree examination shall apply for cancellation before the last day of the degree examination, or will be deemed to have failed once.

Article 6. In general, the degree examination is conducted as oral defense, and may have paper exams as necessary.

Article 7. The degree examination shall be conducted by an examination committee, consisting of five to nine members (including the advisor). One-third of the committee body shall be outside members. The examination committee of a doctoral degree examination of technical orientation shall have at least two experts from the industry. **(Important Reminder: Article 7 is not applicable to students who enroll in and from 2023).**

Article 8. The appointment of the degree examination committee members is proposed by the head of the institute, and approved by the dean and the President. One of the Member shall chair the examination committee. The advisor is a required member but shall not be the chairman of the committee.

Article 9. The degree examination committee members shall each have research expertise related to the Ph.D. candidate's research topic and meet at least one of the following qualifications:

1. Are employed formerly or currently as full or associate professor;
2. Are employed as an academician, or are employed formerly or currently as a research fellow or associate research fellow at Academia Sinica;
3. Have been an assistant professor or an assistant researcher at Academia Sinica;
4. Hold a doctoral degree with outstanding academic achievements;
5. Have outstanding academic or professional achievements in rare or specialized fields.

The criteria for determining the qualifications referred to in the preceding subparagraphs 3 to 5 shall be established and approved by an department (graduate institute or degree program) faculty meeting.

No committee member can be the spouse, blood relatives or in-laws within three degrees of consanguinity of the student.

Article 10. Each degree examination committee member must attend the degree examination in person and shall not delegate the obligation. If necessary, the examination committee member may attend the examination in other manner subject to the consent of the advisor

and the head of the department/institute, and reporting to the Office of Academic Affairs. The degree examination shall not be held unless more than five committee members are present, and at least one-third of the present attendees are outside members.

- Article 11. The degree examination score shall be average of the grades given by all committee members present at the degree examination. The score shall be determined only once. The passing score is 70 and the full score is 100. If one-third of the members present has determined that the student does not pass the examination, the student will be deemed to have failed and no average score will be calculated. Whoever continues onto the study of the doctoral degree without a master's degree may be conferred with the master's degree if the degree examination result has met the criteria of the master's degree, but does not pass the criteria of the conferral of doctoral degree.
- Article 12. If the dissertation, work(s), certification of achievement, a written report, or a technical report should involve fabricated, altered, plagiarized material, ghost authorship, or any other form of fraud as confirmed by the degree examination committee, the student will be deemed to have failed regardless of whether the degree examination has been held or not.
- Article 13. Whoever fails the degree examination may apply for the examination again in the following semester if she or he has not reached the maximum number of years of study. Each student may only apply for re-examination once and will be expelled if the re-examination is failed again.
- Article 14. A dissertation, work(s), certification of achievement, a written report, or a technical report that has been used to earn a degree in Taiwan or overseas must not be used to fulfill the requirements of another degree. However, work submitted under a joint degree program offered by NTUT and an overseas university, where the research is supervised by both schools and each confers a degree, is not subject to the aforementioned limitation.
- Article 15. Students who have passed the doctoral degree examinations shall submit their dissertation, written report, or technical report in electronic format **directly to the "Electronic Degree Dissertation Service" website of the NTUT Office of Library and Information. Upon being verified by the Office of Library and Information, the student shall print out the dissertation license form, and submit the dissertation and the license form to the NTUT Office of Library and Information. The regulations and procedure mentioned in Article 15 shall be fully followed before the degree is conferred.**
- The NTUT office of Library and Information and the academic degree program shall establish their regulations on the number of printed copies needed for a dissertation to be submitted to the NTUT office of Library and Information and the academic degree program, respectively.
- Article 16. The finalized dissertation shall be submitted by January 31 in the first semester or July 31 in the second semester. Whoever fails to meet the deadline and has not reached the maximum number of years of study shall register for the following semester, and will be deemed to have graduated in that semester if the dissertation is submitted by the deadline

thereof. The student will not have to register for the following semester if she or he has submitted the dissertation and completed the exit process no later than the first week prior the second semester for graduation in the first semester, or the second week prior to the next first semester for graduation in the second semester. Whoever fails to submit the dissertation upon the end of the maximum number of years of study will be deemed to have failed the degree examination, and expelled according to the rules.

Article 17. If the dissertation, work(s), certification of achievement, a written report, or a technical report should involve fabricated, altered, plagiarized material, ghost authorship, or any other form of fraud, the conferred degree shall be cancelled and the degree certificate shall be recalled. The cancellation of degree will be notified to other universities, colleges and relevant institutions. If any other laws or regulations have been violated, the matter will be dealt with according to those laws or regulations.

Article 18. (Deleted)

Article 19. This Policy shall be effective upon the resolution of the Academic Affairs meeting and be forwarded to the Ministry of Education for recordkeeping. The same shall apply to all subsequent amendments.

"This regulation has been translated into English according to the original Chinese version. If there is any inconsistency or ambiguity between these two versions, the Chinese version shall prevail. "